

**FY 2011-12 Air Quality Improvement Program
Hybrid Truck and Bus Voucher Incentive Project**

**Applicant Workshop December 15, 2011
Questions and Answers**

On December 15, 2011, the Air Resources Board (ARB) held an Applicant Workshop to answer prospective applicants' questions regarding the FY 2011-12 Hybrid Truck and Bus Voucher Incentive Project (HVIP) Grant Proposal Solicitation (solicitation). This document provides ARB responses to questions posed at the workshop.

Note: The HVIP Solicitation application submittal deadline has been extended from 5:00 p.m. on January 16, 2012 to 5:00 p.m. on January 17, 2012, due to the Martin Luther King Jr. Day holiday. Applications submitted by U.S. Postal Service must be postmarked by January 17, 2012. Items delivered by UPS, Express Mail, Federal Express or another delivery service provider (other than U.S. Postal service) must be received by the delivery service provider by January 17, 2012.

Q-1) What has Calstart done well as HVIP Grantee in Years 1 and 2?

A-1) ARB has not established additional performance criteria beyond that prescribed in the final contracts awarded to Calstart that originated from the HVIP competitive grant proposal solicitations for fiscal years 2009-10 and 2010-11. As such, ARB cannot comment on Calstart's performance except to say they satisfied every performance provision contained in those contracts thus far.

Q-2) Are any new vehicle categories expected for the FY 2011-12 HVIP, such as the 5,001 to 8,500 lb zero-emission commercial vehicle added in 2011?

A-2) ARB is evaluating inclusion of bucket trucks with electric power take-off as a possible new eligible source category for early to mid-2012. These vehicles have a traditional gasoline or diesel powered drivetrain but use an electric motor to power movement of the bucket. This electric motor is intended to reduce or eliminate the need for main engine idling in order to power bucket usage.

Q-3) What counts as in-kind services?

A-3) In-kind services include services provided by the applicant towards program outreach and administration that are not included in the administration costs charged to ARB. These could include overhead, brochure development, travel, and other services.

Q-4) The solicitation indicates copies of the application must be provided on a CD. Can we instead provide a thumb drive?

A-4) Use of a thumb drive may be considered for future project solicitations. However, for this solicitation please provide copies on CD.

Q-5) The solicitation indicates project intellectual property belongs to ARB. Does this include copyright material or material previously owned by the Grantee?

A-5) No, only information developed by the Grantee or its subcontractor(s) as part of the HVIP Grant Agreement belongs to ARB, including project data, webpages, and other information.

Q-6) Is the applicant required to provide subcontractor proposal quotes?

A-6) No. However, the more detail provided in an application, the more ARB will be able to determine credibility of the applicant's proposed budget. The most responsive applications will describe all subcontractor tasks (if applicable), including budget and timelines.

Q-7) Would the HVIP web portal be transferred from Calstart to a new Grantee.

A-7) ARB intends that any transition from Calstart to a new HVIP Grantee for FY 2011-12 be as seamless and transparent as possible for HVIP stakeholders, especially vehicle purchasers. ARB reserves the right to transition the web portal from Calstart to a new Grantee, and would do so in a way to maximize ease of transition for vehicle dealers and purchasers.

Q-8) The HVIP Solicitation indicates that the Grantee provide at least \$1 million in match funding towards funding of additional HVIP-eligible vehicles. Does this mean applicants need to come up with \$1 million in match funding?

A-8) No. Page 7 of the HVIP Solicitation provides criteria for ARB staff to score an applicant's project budget. Match funds help an applicant score higher but are not a project requirement. Those applicants that offer at least \$1 million in match or combination of match and foregone project administration funds towards funding additional vehicles may score in the top tier of the Project Budget category.

Q-9) Will a list of applicant attendees be available?

A-9) No, ARB does not have an attendee list for all the Applicant Workshop conference call participants. However, some participants provided business cards at the workshop.

For a list of participants that provided business cards, please contact Mr. Joe Calavita at (916) 445-4586 or via email at jcalavit@arb.ca.gov.

Q-10) Will the applicant have access to the FY 2010-11 web-based voucher request and redemption process as we develop our proposals?

A-10) No, the HVIP web page and associated information are considered HVIP intellectual property and will not be provided to program applicants. The FY 2011-12 HVIP Grantee will be provided this information as needed to continue a seamless transition from the FY 2010-11 HVIP to the FY 2011-12 HVIP.

Q-11) Are applications scored by an internal or external team?

A-11) HVIP Grantee applications are independently evaluated and scored by an internal team of at least three ARB staff.

Q-12) Is there any circumstance in which the Grantee would not receive the full fifty percent of project administration funds upon execution of the Grant agreement?

A-12) The Grantee may receive less than the allowable 50 percent of project administration funding at execution of the Grant agreement if so proposed in the awarded Grantee's project application.

Q-13) What is the term of the Grant Agreement?

A-13) The HVIP Grant Agreement term extends until all project tasks identified on pages two and three of the solicitation have been completed to the satisfaction of ARB, including distribution of all voucher funding and completion of the project final report.

Q-14) Will an editable HVIP Application form be available (i.e Word document)?

A-14) Yes, ARB has placed a Word version of the HVIP Application on the Air Quality Improvement Program webpage at: www.arb.ca.gov/msprog/aqip/solicitations.htm .

Q-15) If an applicant will not be using subcontractors, should we still submit the form on Page A-2 of the Project Application?

A-15) If the applicant is not using subcontractors, the applicant may indicate N/A under "Subcontractor Information".